

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, August 26, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	Chair
	Audrey Nelsen	Vice Chair
	Bruce DeBlieck	Member
	Steve Ahmann	Member

Others present: Mayor Frank Yanish; Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Jim Felt; Fire Chief Gary Hendrickson; and Paul Jurek, Bollig Engineering.

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments

There were no public comments.

Item No. 3 Accept Project and Authorize Final Payment Project No. 1305 (Resolution)

Public Works Director Sean Christensen brought forth, for approval, the acceptance of Project No. 1305 and authorization of final payment to Duinick Inc. in the amount of \$6,444.21. The City Council entered into an agreement with Duinick Inc. on June 7, 2012 for the Trott Avenue SW Improvements in conjunction with the installation of the quiet zone. The final pay request with quantities was submitted for consideration with the final construction cost falling just below the contracted price.

A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck to accept Project No. 1305 and authorize final payment to Duinick Inc. in the amount of \$6,444.21. The motion carried.

Item No. 4 Request to Purchase/Replace the Mechanic's Pickup Truck (Resolution)

Public Works Director Christensen brought forth, for approval, the purchase/replacement of the mechanic's pickup truck. The current mechanic's pickup is a 2001 Ford F250 and has mechanical problems that include the engine using oil and transmission issues. Staff is requesting to replace it with a 2014 F150 XLT for \$27,837.70 from Nelson Auto Center Fleet Department in Fergus Falls along with a Tommy Lift Gate for \$2,560.00 from Tow Master Inc. in Litchfield. The 2001 Ford F250 would be sold at the Public Works Auction and in the interim will be used to pull the tack oil distributor. The 2014 Capital Outlay Vehicle and Equipment Replacement Program included \$37,353.00 for the purchase and replacement of the mechanic's pickup, with the total purchase price being \$6,955.30 under budget. Tax, license, and tool boxes would be added at a later date.

The Committee questioned if Nelson Auto Center Fleet Department is included in a State Contract purchase. Staff will provide this information at the Council Meeting.

A motion was made by Council Member Nelsen, seconded by Council Member DeBlieck to approve the purchase of the 2014 Ford F150 XLT with Tommy Lift Gate. The motion carried.

Item No. 5 Acceptance of Minnesota Public Facilities Authority to Purchase a \$3,000,000 Revenue Note, Series 2014-A (Resolution)

Public Works Director Christensen brought forth for approval a Resolution accepting the offer of the Minnesota Public Facilities Authority to purchase a \$3,000,000 General Obligation Sewer Revenue Note, Series 2014A, and authorizing execution of bond purchase and project loan agreement for the note. The funding will be utilized for the Lakeland Drive Sewer Lift Station Project, and approval is necessary to proceed with PFA Funding. Paul Jurek with Bollig Engineering, who is the consultant on the project, was present to answer any additional questions from the Committee.

A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck to approve the Resolution accepting the offer of the Minnesota Public Facilities Authority to purchase a \$3,000,000 Revenue Note, Series 2014A. The motion carried.

Item No. 6 Old Business

Public Works Director Christensen displayed a piece of the Cured In Place Pipe being installed inside the existing concrete pipe in Lakeland Drive.

Fire Chief Gary Hendrickson provided an update on Fire Department activities. So far in 2014 there have been 212 fire calls. The majority of the calls have been for unintentional alarm system activations and unintentional smoke detector activations. Chief Hendrickson noted the average response time from the station to the address is 9 minutes and 4 seconds.

The Committee questioned if we charge for false alarm calls, and Chief Hendrickson stated at this time we do not. Chief Hendrickson indicated some insurance companies will offer the Fire Department \$500 if there is a defined loss from a provision under additional coverage. Chief Hendrickson has been approached by insurance companies offering the \$500 for calls with defined loss but he has declined the donations as he feels the homeowner's taxes are covering the services of the Fire Department. It is also felt if there is a charge placed on false alarms it will deter people from calling 911, therefore increasing possible fire fatalities and injuries. Chief Hendrickson stated if we were to have accepted the \$500 it would have generated \$6,500 in revenue this year.

The Committee questioned the staffing levels and application status for new fire fighters, with Chief Hendrickson responding he will be closing the applications process this week and there was not an abundant response. The ideal number of fire fighters the Department would like to see is 40, with our current status at 33. The Department is foreseeing losing another two fire fighters in the next two months and another five in 2017. The State Legislature is authorizing a \$500 payment to fire fighters in the 14 Southwest counties for their service of employment in the years 2014, 2015, and 2016 as a retention incentive. Chief Hendrickson did not believe it will be a great retention strategy, as it will be a significant cost to the citizens of Minnesota.

Chief of Police Jim Felt noted the jail census for August 26, 2014, was 104; 75 of those being Kandiyohi County inmates, 25 inmates from the MN Department of Corrections, 2 inmates from Swift County and 2 inmates from Big Stone County. Chief Felt responded to a question on immigration hold inmates in the jail census and stated the Sherriff has stopped noting them on the jail roster as it is not required. The calls for service for the previous two weeks totaled 775 with a total of 1,498 since the last Public Works/Safety meeting of July 29th. The majority of the calls are for traffic stops, followed by public assists and suspicious vehicles.

The Committee questioned the current drug activity and Chief Felt reported the Drug Task Force ended a major investigation with 38 warrants signed. This investigation created a significant dip in drug activity and took key suspects off the streets. There still continues to be an issue with methamphetamines and marijuana, but only a small amount is found to be manufactured in the area as most of it is brought in from Canada and Mexico. Chief Felt also noted the appearance of less graffiti with the six officers of the Gang

Enforcement Team remaining active to combat those issues from the Willmar Police Department, Sherriff's Department and Multi County Drug & Gang Task Force.

Item No. 7 New Business

Council Member Jim Dokken addressed the Committee on John Lindstrand requesting to use the City Auditorium for his Veteran's Day program this year since elections will also be held there on November 4th. Lindstrand would ask the asbestos project be delayed one week to allow the Veteran's Day program to be held on November 8th through the 13th. The Committee was informed that due to the work occurring in the Auditorium, the gym would not be available.

There being no further business to come before the Committee, the meeting was adjourned at 5:38 p.m. by Chair Christianson.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Sean E. Christensen', written in a cursive style.

Sean E. Christensen, P.E.
Public Works Director